

**Minutes of the
City of Rochester Ethical Practices Board
Thursday, May 10, 2012**

The City of Rochester Ethical Practices Board meeting was called to order at 12:02 PM. in Room 104 of the Government Center, 151 4th St. SE, Rochester, MN.

Members present: Ms. Kay Batchelder. Ms. Audrey Ericksen, Ms. Linda Gentling, Dr. Joseph O'Toole, Mr. Ray Schmitz

Staff present: Mr. Terry Adkins

Congratulations were extended to Ms. Kay Batchelder and Dr. Joseph O'Toole as they were selected by the Ethical Practices Board nominating committee to assume the two vacant seats for a 3-year term. Ms. Batchelder (first term) and Dr. O'Toole (second term) took the oath of office from Ms. Judy Scherr, Rochester City Clerk.

A motion was made and seconded to approve the minutes of the meeting of April 12, 2012. Motion passed.

The order of the proposed agenda was presented and the board consented to move forward with the agenda.

City Attorney, Mr. Terry Adkins, reported that there were two inquiries since our last meeting on April 12, 2012:

- 4/30/12: Council member said he/she has been told he/she cannot participate in upcoming council discussion about restricting Rochester gambling to Rochester sponsoring entities because of his/her employment at X. I was told X is not involved in gambling matters, does not sponsor gambling events, does not hold any of its own gambling events, and has no interest in determining who gets to hold gambling events and who doesn't. Based upon these facts, I see no conflict of interest.
- 5/7/12: Council member is a volunteer member of board of directors of organization that receives gambling funds from entities outside of Rochester. Council will consider an ordinance that restricts Rochester gambling to Rochester sponsored entities. I do see a conflict of interest and suggest recusal.

Ms. Ericksen provided an update on the speaker's bureau Ethical Practices Board power point presentation. The board walked through the slides and made suggestions to include word smithing, redundancy, consistency within the presentation, etc. With the suggested changes, Mr. Schmitz moved to accept the power point presentation and Ms. Gentling seconded the motion. Motion passed. Ms. Ericksen will send the revised power point as discussed and amended at this meeting for one final approval. Ms. Ericksen was thanked for her tireless and conscientious effort in creating the power point presentation.

Dr. O'Toole will email out the trifold that is being created to also aid in our presentations of the Ethical Practices Board awareness and objective. This will be reviewed at our next meeting in July. Mr. Schmitz volunteered to flow chart the process of complaint resolution of the EPB.

There will be a City Administrator's staff meeting with the department heads on June 6, 2012, at 9 AM to discuss the EPB expectation of awareness of city ethical issues. Mr. Adkins will facilitate the EPB expectations and Dr. O'Toole and Mr. Schmitz will attend the meeting.

Under Other Business, the election of officers occurred. The 2011 – 2012 officer slate will continue for the 2012-2013 period:

Chair: Dr. Joseph O'Toole
Vice Chair: Mr. Ray Schmitz
Secretary: Ms. Linda Gentling

The next Ethical Practices Board meeting will be on Thursday, July 12, 2012, from noon - 1:30 PM in Conference Room 320 of the City Hall, 151 4th St. SE, Rochester, MN.

The meeting was adjourned at 1:08 PM.

Submitted by:

Linda S. Gentling
Secretary, Ethical Practices Board